

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

P.O. Box 419064, Rancho Cordova, CA 95741-9064



March 20, 2012

EBLAST

TO: IV-D DIRECTORS

SUBJECT: THIRD PARTY ACCESS SECURITY ROLES

The purpose of this letter is to inform all Local Child Support Agency IT Administrators that granting user accounts for Third Party Access (TPA) is the responsibility of the DCSS Statewide Application Service Desk.

The TPA process is managed by the Information Security Office (ISO) who has a signed Memorandum of Understanding (MOU) agreement with entities that use the IV-A, IV-E and Manage Delinquency Program Auditor profiles. When entities want to add or delete user accounts, they must contact the TPA Process Manager who will facilitate the change according to the MOU.

Additional information can be found by accessing the CCSAS Third Party Access Process procedure manual by using the link below:

<http://www.childsup.ca.gov/Portals/0/resources/docs/cse/tpaprocess.pdf>

If you have any questions, please contact the DCSS ISO at info.security@dcss.ca.gov or call 916-464-5045.

Sincerely,

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JUDY RAMOS
Interim Information Security Officer